



HEADQUARTERS
OHIO WING CIVIL AIR PATROL
UNITED STATES AIR FORCE AUXILIARY
DSCC
ATTN: CIVIL AIR PATROL
P.O. BOX 3990
COLUMBUS, OH 43218-3990



15 July 2007

MEMORANDUM FOR OHIO WING OFFICERS

FROM: OWHG/CP

SUBJECT: Solicitation Of Executive Staff For 2008 Ohio Wing Summer Encampment

1. Ohio Wing Cadet Programs has begun planning for the 2008 encampment and is currently seeking applicants for executive staff positions. Encampment is being tentatively planned for mid/late June 2008 at Wright-Patterson AFB & Wright State University; however, it needs executive staff positions filled in order to move on in the planning. These positions include: Commander, Deputy Commander, Executive Officer and Commandant of Cadets. An overview of the jobs will give you a better idea of what each position entails according to Ohio Wing:

Commander: Has overall responsibility for encampment. Selects remaining executive staff members and ensures that planning, execution and post-execution responsibilities are met. Directly supervises Commandant of Cadets, Deputy Commander, Executive Officer, Safety Officer, Chaplain and Legal Officer. Directly mentors the Cadet Commander and indirectly mentors the remaining cadet executive staff.

Deputy Commander: Serves as Commander when Commander is not present. Assists Commander in the execution of his/her duties as needed. Has no direct supervisory or mentoring duties and indirectly mentors the cadet executive staff.

Executive Officer: Has responsibility for the support functions of the encampment. Directly supervises the Operations Officer, Administrative/Personnel Officer, Logistics Officer, Communications Officer, Transportation Officer, and Medical Officers. Directly mentors the Cadet Executive Officer and indirectly mentors the remaining cadet executive staff.

Commandant of Cadets: Has responsibility for the training functions of the encampment. Directly supervises the Squadron/Lead Tactical Officers, Training Officer(s), Asst. Commandant of Cadets and Cadet Commander. Directly mentors the Cadet Deputy Commander and Adjutant and indirectly mentors the Cadet Executive Officer.

2. Encampment is a truly fun activity and offers a very rewarding experience that will help any officer develop his or her leadership skills. It is a highly operational environment and involves detailed planning as well as coordination between multiple functions at the executive level. If you are interested in any of these exciting positions, please send a memorandum to the Director of Cadet Programs, Capt Rob Goodreau, at: ohwgdcg@hotmail.com by 12 August indicating which position(s) you're interested in and what you feel you would bring to the team as well as what your top 5 goals would be for the encampment. Please also include a short resume detailing your CAP experience including your encampment experience. Applications received will be acknowledged by return email. Ohio Wing Cadet Programs, in coordination with the Ohio Wing Commander, will select a Commander who will in turn select the remaining executive staff members. Commander applicants may be asked to participate in a short interview (conference call) as needed. The Commander selection will be complete by 1 September and the member chosen will be notified and then announced to the wing. Thank you in advance for your interest in the development of our cadets!

ROBERT J. GOODREAU, Capt, CAP
Director of Cadet Programs